

Custodial, Labor and Trades Group
Maintenance and Plant Operation Series

BUILDING MAINTENANCE WORKER I
07/82

Characteristics Of The Class:

Under general supervision performs a variety of building maintenance and repair duties; and performs related work as required.

Examples Of Duties

Follows oral and written instructions in the performance of routine carpentry work, in building cement forms, boxes, shelves, repairing doors, windows, small buildings, roofs and ceilings; does routine plumbing work, glazing, plastering, painting and minor electrical work as required; maintains and repairs air coolers, heaters, blowers and other equipment; performs minor mechanical repair work; performs some locksmith work; prepares daily work report; loads and unloads trucks with construction material, debris, tools and equipment.

Minimum Qualifications

Training and Experience: Graduation from high school or G.E.D. and two years experience in building maintenance work or the building construction trades; or an equivalent combination of training and experience.

Knowledge, Abilities and Skills: Good knowledge of the equipment, tools and materials used in the building maintenance trade or building construction trades; good knowledge of the hazards and safety precautions of the trade.

Ability to perform manual work; ability to follow oral and written instructions; ability to establish and maintain effective working relationships with fellow employees and the general public; ability to prepare simple reports; ability to perform building mechanical work; ability to comply with safety rules and regulations; ability to work under adverse weather conditions.

Skill in the use and care of tools and equipment of the trade.

Licenses and Certificates: Texas Operator's License.

Physical Requirement: Lifting and carrying of heavy loads ranging from 50 to 100 pounds, climbing, standing, walking, stooping and bending.

Director of Personnel

Department Head